

Appendix A

Continuing Improvement

Agency Name: City of Hialeah Project Number: 13B-2445B-5CCC1
Program Name: STEAM Ahead

Reason(s) for the change:

5.3a Evaluation Plan- The reason for this change is due to the wording being duplicated in section 5.5b

5.4d Partnerships- The reason for this change is due to the wording being duplicated in section 5.4b.

5.5a Recruitment and Retention -The reason for the change in the narrative section is that the wording in the narrative pertained to challenges that the program had in the first year with recruitment due to being awarded funds in November of 2015. This is not something that is pertinent and needs to be stated in the narrative this year as continuing improvement.

5.5b Student Program Activities- The reason for the change in the narrative section is due to:

1. The program will offer the college and career readiness classes in a series of one class per week for 10 weeks for better scheduling purposes.
2. The program will no longer offer Peaceworks to the students. The college and career readiness component has aspects of character education that the teachers are incorporating into their lessons. This language was added to the college and career readiness section as well.

5.5d Staffing Plan and Professional Development- The reason for the change in this section of the narrative is due to:

1. The Program Director changing and replaced with the new Program Director's qualifications and removing the name of the part time center director because this position is a part time and turnover may occur.
2. The Program Specialist described is no longer with the program and has been replaced with a new employee. Their qualification is described.
3. The Program has a staff to student ratio at all sites. This is an error and needs to be corrected for site/evaluation purposes.
4. The Advisory Board narrative is deleted due to the wording being duplicated in section 5.4b.

This change includes: ☐ Additions ☐ ~~Deletions~~ ☐ Both

5.3.a Evaluation Plan

... Four PBL projects will be used to meet the objectives of the STEAM Ahead Program, throughout the program year, and each PBL subject reading, math, and science will include a pre and post test. The each project will take place over eight to ten weeks for 30-45 minutes five days a week. Each group of students will decide what part of the end project they will work on. Certified teachers and program staff will implement the projects and parents and expert volunteers will be encouraged to assist students as well. Participating 21st CCLC family members will be invited to a Family Education Night (FEN) to view the presentations of the project findings. Final project findings for the PBL include student presentations of work completed throughout PBL project. The subject area pre and post test along with rubric will show the student improvement and understanding throughout the project.

Additional activities will be implemented at all sites throughout the school year. Thirty minutes of homework assistance, provided by tutors and certified teachers, will be offered daily. Thirty minutes of character education taught by program staff through PeaceWorks will be provided weekly. SPARK fitness activities will be implemented by program recreational staff three to five a week for 30-45 minutes. Dropout prevention and college and career readiness will be facilitated once a month in place of character education.

Program activities will be scheduled at the beginning of the project year via memos and calendars to ensure all staff are properly trained and prepared to administer the activities. Parents, and students will be advised of program goals and objective as well as important dates at the mandatory program orientation at the beginning of the school year and summer program via power point presentation...

5.4.d Partnerships

Parents, students, school administration, and staff are considered the most important partners of the program. During this past program year, 21st Century Grant Program, *Young Leaders with Character STEAM Ahead (YLCSA)*, had an Advisory Board that consisted of students, parents, teachers, and the school principal

~~or a representative. The Advisory Board will be maintained and will be the group through which all community partnerships with the City and others will be coordinated.~~

There are various community partners who have agreed to support this program if funded. These include: the Parks and Recreation Department of City of Hialeah, the Communications Office of the City of Hialeah, the Alliance for a Healthier Generation- HOST Initiative, Miami Dade County Public Schools, and Village Youth, Inc. All of these organizations are long-term partners of the City and have committed to maintaining a working relationship with the City of Hialeah on this and future endeavors...

5.5.a Recruitment and Retention

...Once a family is enrolled in the Program, specific efforts will be made to promote retention for the current year. These efforts include offering early registration for current students when summer or afterschool registration begins and hosting parent workshops on education and safety of children who attend afterschool programs versus other typical after school arrangements for youth (i.e. staying home alone while they wait for parents to return from work). Many of the program staff are teachers from the students' schools which assist with building rapport and maintaining relationships from the school day to the afterschool program.

~~The 2014-2015 school year brought some unusual challenges. Being a 21CCLC grant recipient from 2009-2014, we have had experience recruiting participants for afterschool/summer programs in our community. In the past, the bulk of our participants have been recruited through New Student Orientation, and school Open House Events. Although we did attend these school events at the beginning of this school year, as we've done in the past, we were not able to register students at these events due to the unexpected changes to the RFP. As a result, we were approved to register students as of November 3, 2014. This was done at two sites (Palm Springs and Hialeah Middle Schools). The principal at our third site (Henry H. Filer Middle School) did not allow us to register students until January 12, 2015. Typically, parents want to secure their child in an afterschool program as close as possible to the onset of the school year. Unfortunately, we were not able to offer this to the parents this school year. It has been a challenge to register students after the fact. We feel that we would have met our proposed registration numbers had we been able to start the program in August.~~

5.5.b Student Program Activities

...Participation in STEAM Ahead will enable students to participate in dropout prevention and college and career readiness activities. The program will offer opportunities for students such as learning what steps they should be taking during middle school to prepare for college. Students will research college entrance requirements, available scholarship and financial assistance available to attend college. Attempts will be made to have local community leader come speak to our students how to prepare for interviews, how to dress, what common question may be asked of them during interview, etc. The goal will be to expose the students to the opportunities that exist for the student to reach their goals and follow their dreams through education. ~~The classes will be facilitated one throughout school year once a month.~~ All workshops will be teacher created with a pre and post test and cover areas such as how to create a resume, interview skills, workplace etiquette and how to apply for college. All lessons will incorporate a component of character education and how it relates to real world scenarios. The classes will be facilitated once a week for 10 weeks.

Additional activities will be implemented at all sites throughout the school year. Thirty minutes of homework assistance, provided by tutors and certified teachers, will be offered daily. ~~Thirty minutes of character education taught by program staff through PeaceWorks will be provided weekly.~~ SPARK fitness activities will be implemented by program recreational staff two to five times a week. Enrichment activities will be offered based on the interest of participants

5.5.d Staffing Plan and Professional Development

STEAM Ahead will be supervised by the Director of Education of Community Services and by Department Supervisor Sharon Dziedzic, positions which require a bachelor or master's degree. The Program will be administered by a full time Project Director Roberto Lopez, with education and/or significant experience and be assisted by a part time Center Director. ~~Ledisney Rodriguez, who has a 40-hour child care certification~~

~~certificate.~~ Each site will have a part time camp director who is directly responsible for the daily program implementation and is assisted by part time tutors, and program leaders, all positions which require a high school diploma. Certified teachers lead all academic activities. Inclusion Aides with experience as ESE paraprofessional or ESE Teachers with Miami Dade County Schools are contracted if needed to support the inclusion of children with disabilities. Enrichment activities are offered in conjunction with contract providers who specialize in math and science enrichment, physical education and sports activities, arts enrichment, and nutrition education. The City welcomes volunteers who are over 18 years of age, who have been cleared with a background check, and who receive approval from City Administration through an established process to volunteer in City programs and facilities. In the schools, volunteers would be used to support enrichment activities including in the arts, sports, and during Family Education Nights.

STEAM Ahead will receive administrative support, to include all invoice tracking, budgeting, revisions, and reporting for the 21st CCLC and overseeing data entry associated with these areas, ~~from Quentin Webb, Program Specialist III, who has worked for the City of Hialeah for thirteen years. He holds a Bachelor's degree in Public Administration from Florida International University.~~ from Meghan Martinez, Program Specialist, who has worked for the City of Hialeah for 10 years. She holds a Bachelor's degree in English, a minor in Communications, and a Professional and Public Writing Certification.

In general, each site will have a ~~4:40~~ 1: 15 staff: student ratio. Personal enrichment ratios will be no more than 1:20. During teacher-led academic activities a 1:10 ratio will be maintained. Children with disabilities or emotional and behavioral issues will receive services at a 1:3 staff: student ratio administered by inclusion aides, although less intensive 1:5 or 1:15 ratios may be provided based on each student's unique needs.

~~The Advisory Board, fully detailed in 5.4.b. will round out the plan for key persons to support and enhance the project. Administrative and evaluation staff described above will interact with the Board to plan and develop the Program.~~